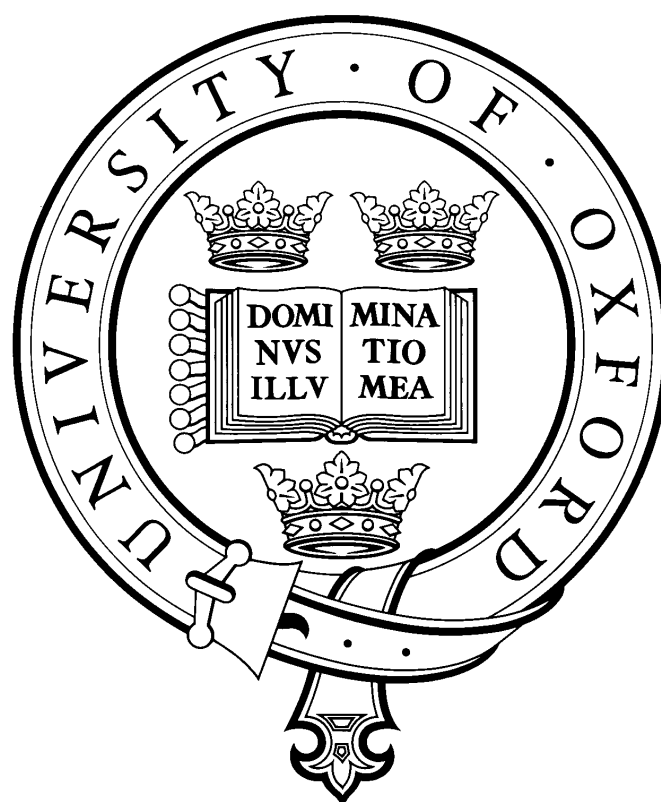


UNIVERSITY OF OXFORD



**NOTES OF GUIDANCE FOR APPLICANTS
FOR GRADUATE STUDY**

2005-2006

Graduate Admissions Office

contact details:

Correspondence should be addressed to:

The Graduate Admissions Office
University of Oxford
University Offices
Wellington Square
Oxford
OX1 2JD

Tel: 01865 270059

Fax: 01865 270049

E-Mail: graduate.admissions@admin.ox.ac.uk

World Wide Web: <http://www.admin.ox.ac.uk/gsp>

This booklet includes a copy of the 'Applying to Oxford' section from the 2005-2006 edition of the Graduate Studies Prospectus, and the Notes of Guidance for Applicants for Graduate Study 2005-2006.

Please read both carefully and ensure that you fully understand the application requirements of your particular programme of study, and that you understand where, and by when, you must submit your application form and any supporting materials.

The University has tried to ensure that all the details are correct at the time of going to press. There should be no substantial changes to the application process, or to the supporting material required with your application form by your programme of study.

Any alterations to the advice in these notes, or the information provided in the Graduate Studies Prospects will be published on the web, at

<http://www.admin.ox.ac.uk/gsp/updates.shtml>

Please note, however, that changes are rare, and that you must submit two copies of your application form and required supporting materials in accordance with the gathered field deadlines published with these notes.

If you have any queries about the application process, please contact the Graduate Admissions Office.

APPLYING TO OXFORD for Graduate Study in 2005-2006

FURTHER INFORMATION

Your subject: When you have studied this Prospectus you may wish to obtain further information about a department or a specific programme of study. From the University home page, www.ox.ac.uk, you can link to department and faculty web pages where more information is available, including contact details for members of academic and administrative staff responsible for dealing with Graduate enquiries.

If you do not have access to the web, the prospectus entry for the subject you are interested in will identify alternative ways to contact the person responsible for dealing with graduate admissions.

If you have any questions relating to your academic suitability for a programme of study, or whether it caters for your particular interests, please raise them with your potential department before submitting your application. If you have any questions about the application process, please consult the Notes of Guidance for Graduate Applicants, at www.admin.ox.ac.uk/gsp/

Your choice of College or Permanent Private Hall: In order to obtain a graduate place at Oxford, as well as being accepted by the faculty board or department concerned with your subject, you must also be accepted by a college or permanent private hall.

Not all colleges and permanent private halls accept students to read for every graduate programme of study. Some accept both undergraduates and graduates, but others accept graduates only and one college, St Hilda's, accepts women only. Individual entries on pp.154-97 of this prospectus give contact details for admissions queries and you should contact the colleges and permanent private halls for further advice about whether applications in your subject area will be considered. Many colleges and permanent private halls produce their own prospectus.

A faculty or department might also be able to advise you on your choice. Contact their admissions administrator for further information.

Please note: When completing your application you **must** specify one college or permanent private hall on your application form by which you wish to be considered. **An Application form that does not specify a college or permanent private hall will not be considered and may be returned to you. The ONLY exception to this is for applicants to Continuing Education Postgraduate Certificate and Postgraduate Diploma programmes of study.**

If you are offered a place on the programme of study to which you have applied, your offer letter will state that you are guaranteed a place at a college or permanent private hall. The college or permanent private hall will contact you separately and make an offer of a place subject to your satisfying any funding conditions required by it. However, this will not necessarily be at the one you have specified on your application form. Some are heavily over-subscribed and not all applicants can be accepted at their specified college. Applicants in this position will be allocated a place elsewhere.

Qualifications normally required: The normal minimum qualification to be eligible for admission as a student for a postgraduate programme of study is the completion of a bachelor's degree with a first or upper second-class honours or the international equivalent. An applicant with less is very unlikely to be accepted. If you are unsure how your degree compares to those of the UK universities a useful source of information and advice can be found on the web at: www.naric.org.uk.

You will be required to provide full relevant official documentary evidence of your academic performance, including marks or grades, as part of your application.

Applicants should refer to the subject entry in the Graduate Studies Prospectus for further entry criteria. Not all programmes of study require a first degree in the same subject area and will take relevant experience or alternative backgrounds into consideration.

Knowledge of English: English is the language of instruction at Oxford and it is required that a thesis, or examination papers be written in English. It is essential that applicants whose first language is not English should have obtained sufficient linguistic competence to avoid any delay or difficulty in pursuing their studies.

Prospective students whose first language is not English should note that the University has specified a higher and a standard set of requirements to cater for the different levels of competency required by different programmes of study.

Most individual subject entries identify which level is required. They are as follows:

Higher level

IELTS: an overall score of 7.5, with at least 7.0 in each component;
TOEFL: an overall score of 630 with a Test of Written English score of 5. Applicants who have taken the computer-based TOEFL test must achieve an overall score of 267 with an essay-writing score of 5;
Cambridge Certificate of Proficiency in English (CPE) Grade C.

Standard level

IELTS: an overall score of 7.0, with at least 6.5 in each component;
TOEFL: an overall score of 600 with a Test of Written English (TWE) score of 4.5. Applicants who have taken the computer-based TOEFL test must achieve an overall score of 250 with an essay-writing score of 4.5;
Cambridge Certificate of Proficiency in English (CPE) Grade C.

Any offer of a place will be conditional on the receipt of an original certificate. If your chosen subject has only opted for one gathered field you should be aware that any delay in providing the required evidence of your English language proficiency may mean that your application will not be considered, or the offer of a place may be withdrawn. In that case, you will have to re-apply in any future year.
Please note that a certificate more than two years old is not acceptable.

The addresses for IELTS and TOEFL are:

IELTS Administrator, c/o nearest British Council Office.
Website: www.britcoun.org;

TOEFL, PO Box 6151, Princeton, NJ 08541-6151, USA.
TOEFL website: www.toefl.org
The TOEFL code for the University of Oxford is 0490.

THE APPLICATION PROCESS

Please read the sections below carefully. If you have any questions about the application process you are strongly advised to contact the Graduate Admissions Office, +44 1865 270059, or by e-mail at graduate.admissions@admin.ox.ac.uk, taking particular care to follow the instructions in the automatic reply. You may also contact the admissions administrator in your chosen subject area before applying. Any delays in processing your application caused by your failure to follow the information below may result in your application not being considered.

Obtaining an Application Form: The application form may be obtained by going to the 'Applying' section of the online prospectus, at www.admin.ox.ac.uk/gsp/. Please be careful to print out the 'Notes for Guidance' as well as the application form. If you prefer, you can request these documents from the Graduate Admissions Office by clicking on the enquiry form on our web page at: www.admin.ox.ac.uk/gsp/apply/forms, or by emailing your address to the Graduate Admissions Office at: graduate.admissions@admin.ox.ac.uk

Unless stated otherwise in the subject entry in this prospectus two copies of a completed application form and all required supporting materials must reach the Graduate Admissions Office by the closing date of a gathered field, or your application will not be forwarded for assessment in that gathered field. The postal address is: The Graduate Admissions Office, The University Offices, Wellington Square, Oxford, OX1 2JD.

Applicants who are also entering separate scholarship competitions must ensure that their university application is submitted in time. Most programmes of study recommend that you apply to the university in either the first or second gathered field. ORS and Clarendon applicants must apply no later than the second gathered field. However, some subject areas require or recommend candidates for these awards to apply in the **first** gathered field and it is therefore essential that you check the requirements of your faculty or department in the relevant

subject entry in the Graduate Studies Prospectus. AHRB and EPSRC or EPSRC applicants should apply by the second gathered field at the latest.

Candidates for scholarship schemes which forward the papers of their prospective scholars on to the University are strongly advised to ensure that a university application form and the supporting material required by their particular programme of study reach the Graduate Admissions Office in line with the relevant closing dates described in the Graduate Studies Prospectus.

All applicants must submit two copies of their application materials by the advertised closing date of the gathered field in which they wish their application to be considered.

Incomplete or inaccurately completed application forms are likely to be returned.

If you wish to apply for more than one programme of study, you **MUST** provide a separate application and copies of all required supporting materials, for each programme of study. The Graduate Admissions Office will not make these copies for you, and will only process complete applications for each programme of study.

With the exception of the MBA, MFA and EMBA, there is no fee to make an application for a graduate programme of study or research degree.

THE FOLLOWING IS VERY IMPORTANT INFORMATION FOR ALL APPLICANTS

GATHERED FIELDS

With the exception of certain courses at the business school, see p. 130 of the Graduate Studies Prospectus, each programme of study will assess applications in gathered fields, and has identified the gathered field it is using in the Prospectus.

The deadlines are as follows:

Gathered Field 1	26 November, 2004
Gathered Field 2	14 January, 2005
Gathered Field 3	18 March, 2005
Gathered Field 4	27 May, 2005
Gathered Field 5	5 August, 2005

2 copies of your completed application form and 2 copies of all required supporting materials must have reached the Graduate Admissions Office by the closing dates for the gathered field(s) specified for your chosen programme of study. Incomplete applications will not be considered.

If your chosen programme of study has specified later gathered field(s), your incomplete application will be kept until the closing date for that gathered field has passed. If it remains incomplete at the final gathered field closing date, it will not be considered and may be destroyed. You will have to re-apply in the future.

REQUIRED SUPPORTING MATERIALS: Each subject has identified the set of supporting materials required to support an application. These are listed in the Notes of Guidance. Two copies of your completed application form and two copies of all required supporting materials must have reached the Graduate Admissions Office by the closing dates for the Gathered Field specified by your chosen subject.

WRITTEN WORK: Certain programmes of study require you to submit examples of your written work with your application. These must be in English. Where written work has been translated you must ensure that this fact, and the person and method of translation, is clearly identified. The written work may be essays you have written as an undergraduate or chapters of a thesis, or published scholarly papers, or may be work written specifically to support your application. It must enable the assessors of your application to make a judgement about your suitability for the programme of study to which you have applied. Sending too much written work, or material that does not give evidence of your academic ability in your proposed programme of study will not be to your advantage.

Please ensure that you only supply what is required. The processing and assessment of your application may be delayed if you provide more written work or more supporting materials than is necessary.

Supporting materials are not returned.

AFTER YOU HAVE APPLIED: You will be sent an acknowledgement that the Graduate Admissions Office has received your application. Please note that this does not guarantee that your application will be assessed. If your application was incorrectly completed, or if required supporting materials have not arrived in the Graduate Admissions Office by the closing date of the gathered field in which you hope to apply, your application may not be included in that gathered field.

If your application is correctly completed, and all required supporting materials have arrived by the closing date advertised for the gathered field to which you are applying, your application details will be entered into the university's records, and an application dossier will be forwarded to the appropriate assessors for your programme of study.

ASSESSMENT OF YOUR APPLICATION: If you have the requisite qualifications your application will be considered with reference to your suitability for the proposed programme of study or research degree, your previous academic record, the confidential reports of referees who have first-hand acquaintance with your academic work, and the other supporting material supplied with your application. Applications will be considered in a gathered field. This is to ensure that the assessment of applications complies with current Equal Opportunities legislation in the United Kingdom.

COMMUNICATION TO YOU OF THE UNIVERSITY'S DECISION : The university will make one of the following four decisions about your application

Successful application - If your application is successful, you will receive an offer letter from the department. This letter will stipulate whether any conditions are imposed on the offer, for example your achieving a particular degree result, or conditions such as the providing of an original language test certificate or a third reference. Your dossier will be sent to the college identified on your application form. If your application is accepted by that college, the college will contact you and make an offer of a place subject to your satisfying any funding conditions required by it. If you are not accepted by that college another college will offer you a place, subject to your satisfying any funding conditions required by it, however, this will be decided by discussion between the accepting department or faculty, the colleges, and the Graduate Admissions Office. If you have not heard from a college within 8 weeks of receiving your initial offer letter, please contact the Graduate Admissions Office.

Re-evaluation – Where an application meets the minimum criteria for acceptance but the number of offers already made means that further offers cannot be made in that gathered field, an application may be put forward for re-evaluation in the next gathered field. You will be informed of this decision and given the option of being considered again with the applicants applying for that later gathered field.

Waiting list – Where an application meets the minimum criteria for acceptance but the target number of offers for that programme of study has been reached, and there is no later gathered field, the department or faculty considering you may inform you that your name has been added to a waiting list.

Unsuccessful – If your application is unsuccessful, you will receive a letter from the Department or Faculty informing you of this decision.

YOUR COMMUNICATION WITH THE UNIVERSITY: The Graduate Admissions Office will discuss the progress of your application with you, but you will be asked to clearly identify yourself by providing certain personal information.

The Graduate Admissions Office will only discuss your application with a third party if you have given us written permission to do so, clearly identifying the person with whom you wish your application to be discussed. This is to comply with the Data Protection Act, and includes family members and previous tutors. Your application will not be discussed with anyone unless we receive a written record of their name and details from you.

NOTES OF GUIDANCE FOR APPLICANTS TO GRADUATE PROGRAMMES OF STUDY

It is important that you read these notes carefully and ensure that you can identify which sections of the application form they refer to.

If after you have read this document you have further questions about any aspect of the admissions process you should contact the Graduate Admissions Office on +44 (0)1865 270059, or by email at graduate.admissions@admin.ox.ac.uk and follow the instructions in the automatic reply.

Questions of an academic nature about our programmes of study should be directed to the department responsible. The appropriate contact can be found in the Graduate Studies Prospectus (<http://www.admin.ox.ac.uk/gsp>).

Please note that a failure to follow the advice given in these notes of guidance could cause a delay in handling and processing your application, which could result in it not being considered.

CONTINUING EDUCATION

If you are applying for a programme of study listed in the prospectus under Continuing Education you should pay close attention to the sections designated by this heading. Some of the procedures and requirements are different from those stated for other applicants.

SECTION A: YOUR PERSONAL DETAILS

Your name as you give it here will be entered in the university records and used for all current and future official purposes.

Your family name will be used as the key for identifying and matching all materials sent with your application and for dealing with enquiries from you. The Graduate Admissions Office cannot take responsibility for a delay in processing your application, or for documents relating to your application being incorrectly filed, if the details supplied in this section of the application form are inconsistent with those on other application materials.

All correspondence to you from the University, the department which considers your application, or a college will be addressed using the information you provide in this section. Specific notes of guidance are below:

FIRST NAME: Please state your name in full, e.g. Christopher, and not Chris.

MIDDLE NAME: Please provide in full all your other names, **except** your family name, here.

FAMILY NAME: If you have a family name consisting of several parts please give only the part(s) you wish to be used on **all** occasions. Other names should be noted in [brackets]. If your name contains upper or lower case letters in an unusual order (e.g. de Crespigny, von Schmidt, MacArthur) please make this clear.

PREVIOUS NAME: If you have changed your name please enter your previous name here.

PREFERRED USED NAME: If you prefer to be known by a name other than your first name you should enter this here. Also, if the manner in which you should be addressed is not likely to be obvious from the information provided in PREFIX please note this here (e.g. Your Excellency).

SECTION B: CONTACT INFORMATION

HOME ADDRESS: Enter the address of your permanent home. This is the address to which all correspondence will be sent unless indicated otherwise.

CORRESPONDENCE ADDRESS & EFFECTIVE DATES: Only enter dates and details in these sections of the application form if you will be absent from your permanent address for more than 2-3 weeks and correspondence will be delayed or not reach you quickly if sent there.

SECTION C: PROGRAMME OF STUDY

PLEASE NOTE: this form may only be used to apply for **ONE** programme of study commencing in the academic year 2005-2006. The Graduate Studies Prospectus at <http://www.admin.ox.ac.uk/gsp> provides full information about the different taught and research degree programmes offered by the University of Oxford.

FOR RESEARCH APPLICATIONS:

Please enter the programme of study you wish to apply for as it appears in the Graduate Studies Prospectus (<http://www.admin.ox.ac.uk/gsp>).

e.g. If you wish to apply to the Modern History Faculty for a D.Phil., you must tick D.Phil. and write 'Modern History' next to Department/Faculty.

At research degree level, the University may be able to accommodate research that crosses subject/discipline boundaries. However only one department can consider your application. If you have an inter-disciplinary research proposal, you must indicate on your application form the department most likely to have overall responsibility for your research. Please contact appropriate departments well in advance of completing your application if you believe this to be the case. If you are applying for the D.Phil. or M.Litt. in Byzantine Studies, you should indicate which department you wish to supervise your research from the list in the Graduate Studies Prospectus.

Questions of an academic nature about our programmes of study should be directed to the department responsible. The appropriate contact can be found in the Graduate Studies Prospectus. *Specifically, if you wish to apply for a research degree in Physics*, please contact the sub-department in which you wish to work well in advance of making your application, or consult its website. Then indicate the sub-department and the research topic(s) in which you are interested.

An application for an incorrect combination of degree and individual programme of study will not be processed. It is your responsibility to avoid potential delay caused by having to clarify your intentions.

FOR TAUGHT APPLICATIONS:

Please enter the programme of study you wish to apply for as it appears in the Graduate Studies Prospectus (<http://www.admin.ox.ac.uk/gsp>).

e.g. If you wish to apply to the English Faculty for an M.St. you must tick M.St. and identify which of the M.St. options offered by the English faculty you wish to apply to. So, for example, you should write here, '1900-Present Day'.

An application for an incorrect combination of degree and individual programme of study will not be processed. It is your responsibility to avoid potential delay caused by having to clarify your intentions.

COLLEGE CHOICE:

Enter one college choice here. **If a college is not specified your application cannot be processed.**

CONTINUING EDUCATION

The ONLY exception to this is for applicants to Continuing Education Postgraduate Certificate and Postgraduate Diploma programmes, who do not need to specify a college.

Some colleges are not able to admit applicants in some subject areas, or for some programmes of study. In order to avoid an inappropriate choice, it is important that you first consult the colleges' entries in the current Graduate Studies Prospectus, <http://www.admin.ox.ac.uk/gsp>. It may also be necessary to contact colleges directly for further information, either via their web sites (accessible through <http://www.ox.ac.uk>) or by contacting the college staff identified in the Prospectus as responsible for graduate admissions.

It is important to note that once you have been accepted by a faculty or department your application will be sent on to be considered by the college you have identified in this section of the application form. If that college is not able to offer you a place (which may be for a variety of reasons, none of which reflect the academic standard of your application, but may, for example, relate to the number of places available for your subject area at that college), you will be allocated a place, decided by discussion between the accepting department or faculty, the colleges, and the Graduate Admissions Office.

SECTION D: NATIONALITY & RESIDENCY

COUNTRY OF NATIONALITY: Please state your nationality (as stated on your passport, if you have one).

COUNTRY OF LEGAL PERMANENT RESIDENCE FOR THE LAST THREE YEARS:

Simply enter 'UK' if either,

- (a) Your permanent home has always been in the UK, or
- (b) You are recognised by the UK authorities as an immigrant, a settled person or a refugee and have lived in the UK ever since being recognised. (Persons recognised by the UK authorities as immigrants, settled persons or refugees, or have been given indefinite leave to remain, are those whose passports have been endorsed accordingly or who have been issued with an official letter by the Home Office confirming their status).

Even if you are an international student on course in the UK, the country in which you would normally reside is your country of 'legal permanent residence'.

If your permanent residence has changed over the past three years please provide specific details for each country, along with dates. Please be sure that the dates you provide account for all of the last three years. If you are unclear about your status, information about the classification of students for fees purposes' can be found in the Graduate Studies Prospectus at <http://www.admin.ox.ac.uk/gsp/finance/>.

SECTION E: ADDITIONAL INFORMATION

ACCOMMODATION

Please note that applicants to non-matriculated courses are not eligible for college accommodation.

OTHER INSTITUTIONS APPLIED TO:

Please list the other Higher Educational institutions you are applying to. Some university names make the location of the institution clear: for example: University of Oxford. However, where the names of other universities to which you have applied, or to which you are considering applying, do not clearly identify their location, please include this information: De Montfort University is, for example, based in Leicester but operates on four campuses in the UK.

SECTION F: ADMISSION TEST RESULTS

ENGLISH PROFICIENCY:

Enter details about your English proficiency and other Graduate tests in this section. English is the language of instruction at Oxford and any applicant whose first language is not English must be sufficiently fluent in English to enable them to work without disadvantage. All applicants whose first language is not English must have attained the level of English language proficiency required by the programme of study to which they are applying.

Different programmes of study demand different scores so you are advised to check the course requirement stated in the Graduate Studies Prospectus, <http://www.admin.ox.ac.uk/gsp>. Only in exceptional circumstances will students who do not meet these criteria be granted admission.

Candidates should make arrangements to take tests as early as possible, and to ensure that the certificated results are submitted with their application or reach the University Graduate Admissions Office **before** any published deadlines.

A test score that is more than two years old will not be accepted.

The contact details for IELTS and TOEFL are:

IELTS, c/o nearest British Council Office (British Council web site: <http://www.britcoun.org>);

TOEFL (Oxford's code is 0490), PO Box 6151, Princeton, NJ 08541-6151, USA (TOEFL web site: <http://www.toefl.org>).

Other Admissions Tests

GRE: (Oxford's code is 0713)

Website: <http://www.gre.org/>.

Telephone:

(cont.. over)

GMAT:

<http://www.mba.com/mba/TaketheGMAT>

1-866-473-4373 (U.S. and Canada)
1-609-771-7670 (all other locations).
Fax: 1-609-771-7906
Mail: GRE-ETS
P.O. Box 6000
Princeton, NJ 08541-6000

SECTION G: DETAILS OF CURRENT & PREVIOUS HIGHER EDUCATION

International applicants who are unsure about the comparability of their degree with the U.K. educational system are advised to contact the UK National Academic Recognition Information Centre (<http://www.naric.org>) for advice. Applicants for Master's-level programmes of study should normally have the equivalent of an upper second class result with honours in a UK Bachelor's degree. Applicants for a research programme of study should normally have attained the equivalent of a Master's level qualification. Please consult individual subject entries in the Graduate Studies Prospectus, <http://www.admin.ox.ac.uk/gsp> for further information about whether your current level of qualification entitles you to apply.

PREVIOUS UNIVERSITY/INSTITUTIONS ATTENDED:

Some university names make the location of the institution clear: for example University of Oxford. However, where the names of the institutions that you have attended do not clearly identify their location, please include this information: McGill University, Montreal, Quebec, for example.

QUALIFICATION OBTAINED OR EXPECTED:

Please indicate your qualifications attained, or expected, such as B.A., B.Sc., M.A. etc. Put the most relevant qualification to the programme applied to first so that the Graduate Admissions Office may easily identify which transcript to consider the main one.

RESULT (INCLUDING GRADE/CLASSIFICATION):

Please indicate the standard or class of degree, or final result attained, e.g., GPA 3.8 out of a possible total of 4.0, 1st, Distinction, etc.

SECTION H: HONOURS AND ACTIVITIES

HONOURS, AWARDS AND PUBLICATIONS:

Please list in this section any scholarships, prizes or other achievements relevant to the programme of study to which you are applying, and the date of the award or achievement. You should include the publication of work in a research journal, or presentation of a paper at a conference. If applicable please state the titles and references for any research papers that you have published in, or submitted to, international peer review journals, and the venue and dates of conferences. If you need to continue on a separate sheet, please ensure that this is clearly marked with your full name and the programme of study to which you are applying.

SECTION I: WORK AND RESEARCH IN WHICH YOU HAVE PARTICIPATED

If your previous courses included a research project, or research-training element, please provide details here. If you have worked or volunteered in an area relevant to your application please give your employer or organization's name, and a brief description of your occupation.

SECTION J: GENERAL FUNDING

All applicants must complete this section. Please consult the general Fees and Funding section in the Graduate Studies Prospectus, <http://www.admin.ox.ac.uk/gsp/finance/>

FUNDING SOURCE

Please select your funding source from the list below. This is not a complete list, and is intended as a guide. **The information you supply in this section is important to the colleges that will consider your application, and it is in your interests to give as clear and complete a picture as possible of your situation.**

Own Income
Own Saving/Other Fund
Parents

Relatives and Friends

UK Government funded awards or Research Councils, e.g.,

Biotechnology & Biological Sciences Research Council

Economic & Social Research Council

Engineering & Physical Sciences Research Council

Medical Research Council

Natural Environment Research Council

Particle Physics & Astronomy Research Council

Agencies - please specify which

Arts and Humanities Research Board

Other scholarships or bursaries – please specify, e.g.,

ORS, Rhodes, Marshall, Commonwealth

Employer - please give the name of your employer

Charitable or other Foundations - please specify which

English/Welsh Local Education Authority

Scottish Student Award

Dept. of Education of Northern Ireland or any Northern Ireland Education & Library Board

Local Government Award – Channel Islands, and Isle of Man

European Union Commission

Private Sponsor

Student Loans

Other (please specify)

EXPENSES COVERED

For each source, please indicate which expenses it will cover. For example: University fees, College fees, all fees, all fees and living expenses, living expenses only etc. Also state whether your funds will cover travel expenses. If you do not know the answer to this question, please make this clear on the form.

PERIOD COVERED

For each source, please indicate the period the funds will cover, e.g. first year, all years etc. Please also indicate if you do **not** know what period your funding will cover.

AMOUNT

Please state the value of each source in GBP (£) (**not** your local currency).

SECTION K: FOR INTERNATIONAL STUDENTS ONLY

If you are not an international student, please go directly to section L.

Before indicating which scholarship(s) you wish to be considered for check your eligibility carefully by reading the information below: You should also note the following:

1. To be eligible for any of the scholarships listed on this form, other than Karim Rida Said awards, you **must** apply for admission during the first or second gathered fields (i.e. by 26 November 2004 or 14 January 2005). Applications for Karim Rida Said Foundation scholarships only may also apply in the third gathered field (see details under the scholarship entry below). Please note that some subject areas require or recommend Clarendon applicants to apply for admission in the first gathered field. It is therefore essential that you check the requirements of your department or faculty in the relevant subject entry of the Graduate Studies Prospectus (<http://www.admin.ox.ac.uk/gsp/>).
2. Only candidates who have been accepted, conditionally or unconditionally, for University admission by a department or faculty at the time of shortlisting will be considered for scholarships.
3. **Overseas Research Student (ORS) awards: there is a separate application form for ORS awards, which is expected to be downloadable from www.admin.ox.ac.uk/io in November 2004. Any university applicant who also intends to apply for an ORS award must obtain and complete the ORS application form.** Candidates for the scholarships listed below must apply for an ORS award through the University of Oxford if the programme of study they intend to follow makes them eligible. Information on eligible programmes of study and the application procedure is given in the Graduate Studies Prospectus, <http://www.admin.ox.ac.uk/gsp>. The closing date for ORS applications is expected to be at the end of January 2005. Some subject areas require or recommend ORS applicants to apply for

admission in the first gathered field. It is therefore essential that you check the requirements of your department or faculty in the relevant subject entry of the Graduate Studies Prospectus.

4. Information about other scholarships for study at Oxford, for which there are separate application forms, may be found on the Student Funding and International Office website at <http://www.admin.ox.ac.uk/io> Forms for most of these awards can be downloaded from the web.

Clarendon Fund Bursaries (for students liable to pay fees at the overseas rate only)

About 100 awards, supported by funds from the Oxford University Press, will be available for students accepted for a new programme of graduate study starting in October 2005. The awards are for study for taught or research Master's degrees, or for the D.Phil. in any subject area. The scheme aims to enable outstanding students to take up their places at Oxford and decisions on awards will take into account both the academic standing and financial circumstances of candidates. Most awards will be partial, although some full scholarships may be provided. Awards may normally be extended for the duration of the holder's programme of study of study, subject to an annual review of financial circumstances and academic progress

A number of bursaries may be linked to awards offered by particular colleges. Information about these college awards will be available on our web site at <http://www.admin.ox.ac.uk/io> from September.

Some subject areas require or recommend Clarendon applicants to apply for admission in the first gathered field. It is therefore essential that you check the requirements of your department or faculty in the relevant subject entry of the Graduate Studies Prospectus. It is expected that most award decisions will be made by the end of March 2005.

Artal Scholarships (for students from Belgium)

Two scholarships funded by Artal will be available for citizens of Belgium for study for either the one-year M.Juris. in European and Comparative Law, or the two-year M.Phil. in European Politics and Society. The value of the scholarship is £6,000 and it is normally tenable for one year only. Decisions on awards will be made by early April.

Dulverton Scholarships (for students from Central/Eastern Europe)

A number of full or partial scholarships, funded by the Dulverton Trust, will be available for students from Central/Eastern Europe (namely Albania, Armenia, Azerbaijan, Belarus, Bosnia, Bulgaria, Croatia, the Czech Republic, Estonia, Georgia, Hungary, Latvia, Lithuania, Macedonia, Moldova, Poland, Romania, the Russian Federation, Serbia and Montenegro, Slovakia, Slovenia, and the Ukraine) to study for a postgraduate degree at the University in October 2005.

Full or partial scholarships will be awarded on the basis of outstanding academic merit and financial need. The scheme is also open to undergraduate students and those already on course at Oxford. Decisions on the awards will be made by early April 2005.

Jenkins Memorial Fund Scholarships (for students from specific European universities)

Three scholarships, funded by the Jenkins Memorial Fund, established in honour of the late Lord Jenkins of Hillhead, former Chancellor of the University, will be available for students from the University of Bologna, the Rheinische Friedrich-Wilhelms University, Bonn or Leiden University who are entering a course of study in the humanities or social sciences in October 2005. Priority will be given to students following a one-year Master's degree but candidates entering a two-year Master's degree or a Second BA degree may also be considered. Candidates must either be current students of one of the eligible universities or have graduated not earlier than 2002. Up to three awards of £10,000 will be available, one for a student from each of the eligible universities. The awards are normally tenable for one year only.

These awards are provided in association with the Europaeum, a grouping currently of nine European universities which aims to promote academic collaboration and scholarly exchange. They will be available to other members universities, including the Charles University, Prague, the Institut Universitaire des Hautes Etudes Internationales, Geneva, Paris I Panthéon-Sorbonne, Complutense University and the University of Helsinki, by rotation, in future years. Further information about the Europaeum can be found at <http://www.europaeum.org>.

Shortlisting will take place at the end of March. The final selection of award-holders will be made by the three participating universities.

Karim Rida Said Scholarships (for students from Lebanon, Jordan, Syria, Palestine and Iraq)

A number of scholarships funded by the Karim Rida Said Foundation, with support from the University of Oxford, will be available for students under 40 years of age from Lebanon, Jordan, Syria, Palestine, and Iraq taking up places in October 2005 to read for a one-year taught Master's degree. The scholarships may cover full or partial University and college fees and a maintenance grant. On completion of their programme of study, scholarship holders are expected to return to their own country or another country of the Arab League. Shortlisting of candidates will take place in May 2005. Final decisions on the award of scholarships will be made in mid-July 2005, following interviews of shortlisted candidates by the Karim Rida Said Foundation. (Note: Candidates are advised to submit university applications in the first or second gathered field but those who apply in the third gathered field may also be considered for an award.)

K.C. Wong Scholarships (for students from the People's Republic of China)

Three scholarships, funded by the K.C. Wong Education Foundation and the University of Oxford, will be available for students from the People's Republic of China taking up places at Oxford in October 2005 to read for a D.Phil. degree. The scholarships cover full fees (University and college) and maintenance for a maximum of three years. Candidates should currently be resident in the People's Republic of China and should already have, or expect to obtain before October 2005, a Master's degree.

The K.C. Wong Education Foundation sponsorship of the scholarship is in the form of a scholar loan. However, the loan does not have to be repaid provided that the student returns and works in China after his/her graduation from Oxford, and is certified by the institution where he or she works as having made a contribution to the work of that institution.

Decisions on the awards will be made in April/May 2005.

Noon Foundation Scholarships (for students from Pakistan)

A number of full or partial awards will be available in 2005-2006 for students of Pakistani citizenship (and normally resident in Pakistan) entering or currently studying for a graduate degree at Oxford University. Some of the awards may be funded jointly with the University of Oxford, the British Foreign and Commonwealth Office's Chevening scheme, and the Open Society Institute. The scholarships may be held in any subject area except Medicine. Preference will be given to candidates who have not already begun their programme of study at Oxford and to those who have not previously studied outside Pakistan. Applicants should enclose a separate sheet setting out (in not more than 200 words) how they intend to contribute to Pakistan on their return, and how their studies at Oxford would assist them in this.

Scholarship shortlisting will take place in May and final decisions on the award of these scholarships will be made in July.

Oppenheimer Fund (for students from South Africa)

A small number of awards of up to £5,000, provided from the Oppenheimer Fund, will be available towards the cost of undertaking a postgraduate degree at Oxford in October 2005. Preference will be given to those who have not already begun a programme of study at Oxford.

The award will be renewable for the duration of the student's programme of study, subject to satisfactory progress.

Decisions on the award of this scholarship are expected to be made by June 2005.

Raffy Manoukian Scholarships (for students from Armenia or of Armenian descent)

A small number of awards is expected to be available in 2005-6 for Armenian nationals or those of Armenian descent (one or both parents must be Armenian) for study for a graduate degree in the Humanities (Classical Languages and Literature, Ancient History, English Language & Literature, Medieval and Modern Languages, Modern History) the Medical Sciences, the Mathematical and Physical Sciences, Biochemistry, Law, Economics, Politics or International Relations. Candidates must be under 25 years of age on 1 October 2005. These awards are also tenable for study for an undergraduate degree. The awards will cover University and college fees and to provide a grant of £6,000 per annum towards living costs.

Decisions on awards are expected to be made in April 2005.

Sasakawa Fund Scholarships (for students from Japan)

Up to two awards will be available to students who have been accepted by the University for entry in October 2005 as D.Phil. students. The scholarships will be awarded to applicants who are Japanese nationals, or, alternatively, to students from countries other than Japan (including the UK) whose programme of study at Oxford University requires some period of study in Japan. The awards of up to £5000 will be made for one year in the first instance, and may be renewed for a maximum of three years, subject to satisfactory progress. Further information on these scholarships is available from the Secretary of the Sasakawa Fund, The Oriental Institute, Pusey Lane, Oxford, OX1 2LE; Telephone 01865 278225; Fax 01865 278190.

Scatcherd European Scholarships (for students from Europe)

A small number of scholarships is expected to be available for graduate students who are nationals of any European country (excluding the UK or Turkey but including the Russian Federation and other countries to the west of the Urals) for entry to a postgraduate degree in October 2005. Scholarships will cover University and college fees and a maintenance grant for the duration of the student's programme of study.

The scheme is also open for study for a second BA degree or as a graduate visiting student. Decisions on the awards will be made by early April 2005.

PROPOSED FUTURE CAREER:

Please indicate how your proposed study or research will help you in the work you expect to do.

FAMILY DETAILS (For Karim Rida Said and Noon Foundation Scholarships only)

Please provide further details as requested.

SECTION L: STATEMENT OF STUDY PLANS/RESEARCH PROPOSAL

You must submit a statement of your reasons for wishing to study at Oxford and for choosing your particular programme of study. General guidance is given on the application form. Please note your application will not be processed without this.

Some of the specific questions that you may wish to address are: What relevant academic or practical experience do you have? What previous research experience do you have? Why are you applying to this particular programme of study? What areas of study in the subject interest you? One page is usually sufficient.

Besides this, specific instructions have been issued for applicants to the departments below.

Earth Sciences: You should give a brief indication of the area in which you wish to carry out research. This may be quite specific, but need not be if you have yet to develop such a proposal.

M.Sc. Research Methods in Psychology: Please use this section to supply a statement of your reasons for taking this course and your aims after completing it.

Materials: Please list in order of preference up to six preferred research topics and supervisors. This information can be found on the department's website (<http://www.materials.ox.ac.uk>). Please select from the menus: 'postgraduate', followed by 'new projects available'.

Research in Mathematics: Please provide details of the area within Mathematics in which you wish to conduct your research, along with a brief statement of purpose. A detailed research proposal is not required.

Life Sciences Interface Doctoral Training Centre: You are expected to provide a 1000-word essay on how you believe your background/experience would relate to one of the application areas (Bioinformatics, Bionanotechnology, and Medical Imaging). This may be appended as a separate document in lieu of this section, though you should indicate you have done this on the form and ensure that any extra papers you include with your application are clearly identified with your full name and the programme of study to which you are applying.

SECTION M: SPECIAL NEEDS

The University is committed to making reasonable adjustments to enable disabled students to participate fully in student life. In order to provide support, members of the university may need to share information about your needs. If you disclose on your application form for graduate study that you have a disability, information about

your disability will be shared on a need to know basis with people in the relevant departments and colleges, such as departmental and academic administrators, lecturers and tutors who will teach you, and relevant library and support staff. If you wish to discuss this section of the application form, or anything to do with disability, please contact the Disability Office in any of the following ways:
Telephone +44 (0) 1865 280459; Fax: +44 (0) 1865 280300
E-mail: disability@admin.ox.ac.uk; Web: <http://www.admin.ox.ac.uk/eop/>

SECTION N: SUPPORTING MATERIALS

This form may only be used to apply for **one** programme of study. **If you wish to apply to more than one you must use a separate application form for each, and supply the required supporting materials separately with each application.** The Graduate Admissions Office will not make copies for you and may return application forms that do not clearly identify only one programme.

First, you should check the requirements of the particular programme of study to which you are applying using the instructions and table overleaf. You should then read the instructions below for each type of supporting material for further guidance.

If TWO copies of the application form and supporting material required by your programme of study are not received by the closing date of the final relevant gathered field, your application will not be considered. It is your responsibility to ensure that all the materials are submitted in time. The Graduate Admissions Office will not copy materials for you, and any delay caused in the processing of your application by the late submission of these materials may result in your application not being considered. Any materials sent separately should always be sent to the Graduate Admissions Office.

We require at least **one original copy of all official transcripts, and language/other test certificates per individual application.** A copy will only be accepted in lieu if attested by a notary public to be a true version of the original. Materials should be in English unless stated otherwise. The translation of transcripts must be approved by an official translator or the relevant issuing body. Your referees are requested to provide two copies of their reference letters.

Supporting material will not be returned.

Some departments will consider an application before certain supporting materials are received (e.g. a third reference or CV). If you encounter difficulty in assembling the full set of materials stated overleaf, you are advised to check with the Graduate Admissions Office to see if this applies in your case.

REFERENCES:

Ensure that your referees are willing to provide a reference on your behalf, and provide their details. Academic references are required, usually from individuals who have taught you on previous degree courses and are familiar with your work. Ordinarily this would include at least one from your most recent degree course if you have studied for more than one qualification. A character reference alone is not acceptable. Applicants for **Continuing Education** programmes of study should note the advice on references given on page 15 of these notes of guidance, and contact the relevant departments. References from a relative are not accepted.

Please forward to each of your referees the envelopes marked 'letter of reference', or a copy of the reference sheet available on the web (<http://www.admin.ox.ac.uk/gao/printapply.shtml>). Please ensure that each of your referees provides two copies of references in a sealed envelope, and that they have signed across the seal and covered their signature with a clear adhesive tape.

If someone identified by you on your application form is subsequently unable to act as a referee, your application will be processed on receipt of the required number of copies of a reference from another person. However, you should be aware that any substitute referee should also be able to comment on your academic performance and suitability for graduate study.

TRANSCRIPT(S):

All candidates should submit a detailed official record of their higher education up to the present, including programmes of study taken and standards achieved. If official transcripts can not be issued by your previous institution, you should nonetheless ask the appropriate office (usually the Registry or, in the case of Oxford students, your college authorities) for an official record setting out in detail the elements of the programme of

study you have taken and, if possible, the standard achieved (in the case of Oxford graduates, a statement of marks achieved in individual honours papers will suffice). A document such as a degree certificate certifying that you have been awarded a qualification does not meet this requirement. If the policy of your institution is that the transcript should remain confidential, you should ask for it to be sent directly to the Graduate Admissions Office, and ensure that it arrives by the deadline advertised for the gathered field in which you wish your application to be considered.

CV/RÉSUMÉ:

A recent summary of relevant achievements should be submitted with your supporting materials.

WRITTEN WORK:

Please check below whether or not the programme of study you wish to apply to requires written work, and ensure that you include it with your application. Please note: a single piece of written work should be around 2,000 words in length, and not significantly longer. It may be a clearly-defined extract from a longer piece of work if you prefer.

Where two pieces of written work are required they should be on separate topics.

Any written work supplied must enable assessors of an application to make a judgement about your suitability for your chosen programme of study, and it is your responsibility to supply the appropriate amount and type of written work.

It is preferable that you make your own translation of your written work into English, however, where written work has been translated you must ensure that this fact, and the person and method of translation, is clearly identified.

Applicants for courses in Evidence-Based Social Work are advised that they may be asked to complete a brief piece of additional written work relevant to Evidence-Based Social Work, which will be sent out to applicants after the first stage of screening of applications.

GRE/GMAT:

All applicants for courses which state these admissions tests as a requirement are advised to take them, and where an option is given the GRE is preferred. Applications submitted for programmes in Economics and Economics for Development from candidates holding, or currently studying for a UK **undergraduate** degree will be considered without a GRE score result at the applicant's request.

CONTINUING EDUCATION

Some of the requirements listed in section N above do not apply in all cases, for example non-academic references which describe your suitability and aptitude for the programme of study to which you are applying may be acceptable for some courses and transcripts may not be required of some applicants for Diplomas and Certificates. You should check with the contact given in the Prospectus to clarify the specific requirements. The minimum materials required should otherwise be included with your application (see the table overleaf). All applicants should contact their departments as some have particular requirements for the information to be included in a reference. You should do this in good time to ensure your application and supporting materials are submitted by the relevant deadline.

Specific programmes have provided the following additional instructions:

International Human Rights Law: An Essay of c500 words indicating what research and professional work you have conducted in international human rights law, your reasons for applying to the course, and your career objectives is required. You may use Section L on the application form for this purpose if you wish.

Postgraduate Certificate & M.Sc.Bioinformatics: Application requires 2 references, and evidence of support from the candidate's company (this is not relevant if the candidate is self-employed). Ordinarily you will be called for an interview, usually conducted face to face with at least two members of the team.

Postgraduate Certificate in Architectural Practice: 1 piece of written work that should be on a subject related to Architectural History, though need not be if this is not possible to arrange.

P.G. Cert. in Psychodynamic Counselling, & P.G. Dip/M.St. in Psychodynamic Practice: A CV is not required.

Standard Requirements:

You are expected to supply:

- 3 academic references, usually from individuals who have taught you on previous degree courses and are familiar with your work. Ordinarily this would include at least one from your most recent degree course if you have studied for more than one qualification.
- Transcripts of previous higher education results.
- A current CV/résumé

Advice on completing the statement of study plans/ research proposal is given in the appropriate section (L) of the notes above.

Please note: if your first language is not English you are required to submit certification of an IELTS, TOEFL or Cambridge CPE test result.

Additional Requirements:

Different subjects will require more than the minimum set of supporting materials above. Check the list below against the table of subjects. You may assume that for all courses within a subject the stated requirement applies, unless specific courses are named.

A = No additional requirements.

B = 1 piece written work

C = 2 pieces written work

D = 2 pieces written work & GRE

E = 2 pieces of written work, 30 min tape of live performance

F = 2 pieces of written work, photographic portfolio of recent work

G = 2 pieces of written work & GMAT or GRE

African Studies	B
Anthropology	C
Archaeology	C
Archaeological Science	C
Biochemistry	A
Byzantine Studies (M.St. & M.Phil.)	C
Chemistry (<i>all sub-departments</i>)	A
Classics	C
Clinical Medicine	A
Comparative Philology & General Linguistics	C
Computing	A
Criminology	C
Development Studies (except Economics for Development.)	C
Earth Sciences	A
Economics for Development	D
Economics	D
Educational Studies	C
Engineering Science	A
English Language & Literature	C
Environmental Change Institute	A
Experimental Psychology	B
Fine Art	F
Forced Migration	C
Geography & The Environment	C
History of Art & Visual Culture	C
History of Science, Medicine and Technology	C
Human Anatomy & Genetics	A
International Relations	C
Latin American Studies	C
Law (except Criminology)	B
Life Sciences Interface Doctoral Training	A
Management Studies: (Research. & M.Sc. in Management Research or Industrial Relations)	G
Materials	A
Mathematics	A

Modern History	C
Modern Languages	C
Music	
<i>All except M.Phil. Musicology & Performance</i>	C
M.Phil. Musicology & Performance	E
Oriental Studies	C
Pathology	A
Pharmacology	A
Philosophy	
D.Phil. & M.Litt.	B
B.Phil. & M.St.	C
Physics (<i>all sub-departments</i>)	A
Physiology	A
Plant Sciences	A
Politics	C
Russian & East European Studies	C
Social Policy & Social Work	C
Socio-Legal Studies	B
Sociology	C
Statistics	A
Theology	C
Women's Studies	C
Zoology	A

Continuing Education:

All Cont. Ed. courses <i>unless stated below</i>	A
P.G. Cert. in Architectural History	B
M.Sc. App. Landscape Archaeology	C
M.Sc. English Local History	C
M.Sc. Professional Archaeology	C
M.St. Psychodynamic Practice	C
D.Phil. English Local History	C
D.Phil. Archaeology	C

SECTION O: DECLARATION

You must sign this declaration.

SUBMITTING YOUR APPLICATION:

Once you have signed the declaration you should double-check that you have enclosed or have arranged to send all the supporting material required for your chosen programme of study.

Your completed application form and supporting material should then be sent to:

**The Graduate Admissions Office,
University Offices,
Wellington Square,
Oxford,
OX1 2JD.**

Where possible you should ensure that you include all the supporting materials you have indicated as enclosed in section N of the form. You should also complete and return with your application the acknowledgement card (to be addressed to yourself). If your form was printed from the web, you are welcome to include a self-addressed postcard of your own.

When to send the form

The academic year starts in October. **Applications for admission must be submitted according to the timetable on page 18 of these notes of guidance.**

Please note that whilst more than one gathered field may be shown for a particular programme of study, you should attempt to submit your application with its supporting material for the earliest possible gathered field as there is no guarantee that places will be available for a later gathered field.

Candidates intending to apply for any sort of financial support or Research Council funding should ensure that their completed university application is received in time to meet the strict deadlines of the funding bodies to which you are applying. Information about deadlines for various funding bodies and scholarships may be found in the *Fees, Expenses and Funding* section of the Graduate Studies Prospectus (<http://www.admin.ox.ac.uk/gsp>).

After we have received your application

When your application form is received by the Graduate Admissions Office, the self-addressed card you have completed will be posted to you to acknowledge receipt. **Please note** that receipt of this card does not guarantee that your application will be processed or assessed. If the form is incorrectly completed, or if required supplementary materials have not arrived in the Graduate Admissions Office by the advertised closing date for the gathered field in which you wish your application to be assessed, your application may not be processed. Your application will be held in the Graduate Admissions Office until **all** the necessary supporting material has been received. It is **your** responsibility to make sure that any required supporting material not enclosed with your application is sent to the Graduate Admissions Office at the earliest opportunity and is clearly identified with your full name and the programme of study to which you are applying. Any delay in receiving supporting material may jeopardise the assessment of your application.

Once your application form and all supporting material have been received they will be forwarded for consideration by the appropriate admitting body for the programme of study you have chosen when the gathered field deadline date has passed.

The appropriate faculty or department will make one of four decisions.

- Reject
- Offer with conditions
- Offer with no conditions
- Reconsider if there is a further gathered field or place on a waiting list if the date of the last gathered field has passed.

If the decision is that you should receive an offer with or without conditions attached you will be informed that you have a guaranteed college place. However, at this stage in the application process no information will be known about which college will accept you. Within approximately six weeks you will receive a letter from the college that has accepted you. The college will require evidence of your ability to meet University and College fees, and to support yourself and anyone accompanying you for the duration of your programme of study.

HUMANITIES	Field 1	Field 2	Field 3	Field 4	Field 5
Byzantine Studies (M.St. & M.Phil.)	Y	Y	N/A	N/A	N/A
Classics	Y	Y	N/A	N/A	N/A
Comparative Philology & General Linguistics	Y	Y	N/A	N/A	N/A
English: All except Old English & Medieval	N/A	Y	N/A	N/A	N/A
English: Old English & Medieval	N/A	Y	Y	N/A	N/A
Fine Art	N/A	Y	N/A	N/A	N/A
Modern History (includes Hist. of Art/Science)	Y	Y	N/A	N/A	N/A
Modern Languages	Y	Y	Y	Y	Y
Music	Y	Y	N/A	N/A	N/A
Oriental Studies	N/A	Y	N/A	Y	N/A
Philosophy	N/A	Y	N/A	N/A	N/A
Theology: All except M.Th.)	Y	Y	N/A	N/A	N/A
Theology: M.Th.	N/A	Y	N/A	Y	N/A
Women's Studies	Y	Y	Y	Y	Y

LIFE & ENVIRONMENTAL SCIENCES	Field 1	Field 2	Field 3	Field 4	Field 5
All subjects and courses	Y	Y	Y	Y	Y

MATHS & PHYSICAL SCIENCES	Field 1	Field 2	Field 3	Field 4	Field 5
MSc courses					
Applied & Computational Maths	Y	Y	Y	Y	N/A
Applied Statistics	Y	Y	Y	Y	Y
Computer Science	N/A	Y	Y	Y	N/A
Math. Modelling & Sci. Comp.	Y	Y	Y	Y	N/A
Maths & Fdns of Com Sci	Y	Y	Y	Y	Y
Theoretical Chemistry	Y	Y	Y	Y	Y
Research programmes					
All Chemistry	Y	Y	Y	Y	Y
Computing Laboratory	Y	Y	Y	Y	Y
Earth Sciences	Y	Y	Y	Y	N/A
Engineering Science	Y	Y	Y	Y	Y
Life Sciences Interface DTC	Y	Y	Y	Y	N/A
Materials	Y	Y	Y	Y	Y
Mathematics	Y	Y	Y	Y	Y
Statistics	Y	Y	Y	Y	Y
Physics Sub-depts					
Astrophysics	Y	Y	Y	N/A	N/A
Atmospheric	Y	Y	Y	Y	N/A
Atomic and Laser	Y	Y	Y	Y	Y
Condensed Matter	Y	Y	Y	Y	Y
Particle	Y	Y	Y	Y	N/A
Theoretical	Y	Y	Y	Y	Y

The five gathered field deadlines are:

1: Friday 26th November 2004

2: Friday 14th January 2005

3: Friday 18th March 2005

4: Friday 27th May 2005

5: Friday 5th August 2005

The shaded 'Y' fields indicate which gathered fields will be used.

However, all applicants, and especially **Continuing Education** applicants, should check for alterations to guidelines and deadlines at www.admin.ox.ac.uk/gsp/updates.shtml.



MEDICAL SCIENCES	Field 1	Field 2	Field 3	Field 4	Field 5
All subjects and courses	Y	Y	Y	Y	Y

SOCIAL SCIENCES	Field 1	Field 2	Field 3	Field 4	Field 5
African Studies	Y	Y	Y	Y	N/A
Development Studies (inc. Economics. for Dev.)	Y	Y	N/A	N/A	N/A
Economics (except Economics. for Dev.)	N/A	Y	N/A	Y	N/A
Educational Studies	Y	Y	Y	Y	Y
Forced Migration	N/A	Y	N/A	N/A	N/A
International Relations	N/A	Y	N/A	N/A	N/A
Latin American Studies	Y	Y	Y	N/A	N/A
Law: All except M.Sc. Criminology	N/A	Y	N/A	N/A	N/A
Law: M.Sc. Criminology	N/A	Y	Y	Y	N/A
Management Studies (except MBA, EMBA & MFE)	Y	Y	Y	Y	N/A
Politics	N/A	Y	N/A	N/A	N/A
Russian & East European Studies	Y	Y	Y	N/A	N/A
Social Policy/Social Work	Y	Y	Y	Y	N/A
Sociology	Y	Y	Y	Y	Y

CONTINUING EDUCATION	Field 1	Field 2	Field 3	Field 4	Field 5
Archaeology (MSc: Appl Landscape & Professional)	N/A	N/A	Y	Y	Y
Archaeology (D.Phil.)	N/A	N/A	Y	Y	N/A
Architectural History	N/A	N/A	N/A	Y	Y
Bioinformatics	Y	Y	Y	Y	Y
Clinical Supervision	N/A	N/A	N/A	Y	Y
Cognitive Therapy (Diploma)	N/A	N/A	N/A	Y	N/A
Cognitive Therapy (Advanced Diploma & MSc)	N/A	N/A	N/A	N/A	
English Local History (MSc)	N/A	N/A	Y	Y	Y
English Local History (D.Phil.)	N/A	N/A	N/A	Y	N/A
Evidence Based Health Care	Y	Y	Y	Y	Y
International Human Rights Law	N/A	N/A	Y	N/A	N/A
Mathematical Finance	N/A	N/A	N/A	N/A	
Psychodynamic Studies (Cert & Diploma)	N/A	N/A	N/A	Y	Y
Psychodynamic Studies (MSt)	N/A	N/A	Y	Y	N/A
Software Engineering	Y	Y	Y	Y	Y

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YOU MUST REFER TO THE ACCOMPANYING NOTES OF GUIDANCE BEFORE COMPLETING THIS FORM. ANY ERRORS RESULTING FROM A FAILURE TO DO SO MAY DELAY CONSIDERATION OF YOUR APPLICATION. YOU MAY TYPE OR PRINT ONTO THE FORM, OR WRITE IN BLOCK CAPITALS USING BLACK INK. COMPLETE ALL SECTIONS. YOU WILL ALSO NEED TO CONSULT THE GRADUATE STUDIES PROSPECTUS
(<http://www.admin.ox.ac.uk/gsp/>)

For office use only

PREFIX (Mr., Mrs., Ms., Miss etc.)	FIRST NAME
MIDDLE NAME(S)	FAMILY NAME
PREVIOUS NAME	PREFERRED USED NAME
GENDER: MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>	DATE OF BIRTH: day __ / month __ / year ____

☐ Single ☐ Married ☐ Partner ☐ Divorced ☐ Widowed

HOME ADDRESS	CORRESPONDENCE ADDRESS (if different)
POSTAL/ZIP CODE:	POSTAL/ZIP CODE:
COUNTRY	COUNTRY

EMAIL (if you use more than one, please designate a primary address)

PHONE NUMBER	PHONE TYPE (i.e. mobile, daytime/evening number, fax)
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SECTION C: PROGRAMME OF STUDY (for entry in October 2005)

Is English your first language?

☐ YES☐ NO**Research Applications:**If you wish to apply for a **research degree**, please select the qualification you wish to work towards.☐ M.Sc. *by research*☐ M.Litt.☐ D.Phil.

Please state the Department or Faculty in which you wish to work and a suggested title for your research proposal here.

Department/Faculty:

Title:

Taught Applications:If you wish to apply for a **taught degree**, please select the qualification, and then give the full programme title as stated in the Graduate Studies Prospectus 2005-6 (<http://www.admin.ox.ac.uk/gsp>).☐ M.St.☐ M.Sc. *by coursework*☐ M.Phil.☐ B.Phil.☐ M.F.A.☐ B.C.L.☐ M.Juris.☐ Postgraduate Diploma☐ Postgraduate Certificate☐ Diploma☐ M.Th.

Title of course (e.g. 'Modern History', 'Diagnostic Imaging' etc.):

If applicable, give the option you wish to follow within the programme of study named above (e.g. Within the M.St. English Language & Literature: '1900-present day'):

College Choice:All applicants **must** specify one college only:**SECTION D: NATIONALITY & CITIZENSHIP**

COUNTRY OF NATIONALITY

COUNTRY OF BIRTH (if different)

COUNTRY OF LEGAL PERMANENT RESIDENCE FOR THE LAST THREE YEARS

COUNTRY

from (dd/mm/yyyy)

to (dd/mm/yyyy)

SECTION E: ADDITIONAL INFORMATION

If required for an interview or visit, please indicate dates of availability.

Where did you find out about this course?

☐ Internet ☐ Brochure ☐ Prospectus ☐ Recommendation ☐ Visit ☐ Other (please specify):

If you have applied for a **taught Master's course**, do you intend to apply for admission to a research degree afterwards?

☐ YES

☐ NO

☐ UNSURE

Would you be interested in college accommodation if it is available?

☐ YES

☐ NO

Please provide additional information about *those who will be accompanying you, if any*:

No. of adults:

Gender and date of birth of all children:

To which other institutions have you applied?

Institution Name:

Location:

SECTION F: ADMISSION TEST RESULTS

Please enter details about any admission tests that you have taken (e.g. IELTS, TOEFL, Cambridge CPE, GRE and GMAT)

Test type	Date taken	Overall result	Constituent scores where given, e.g. TOEFL

SECTION G: DETAILS OF CURRENT & PREVIOUS HIGHER EDUCATION

Previous University/ Institution Attended	Dates		Qualification obtained or expected	Main subject	Result (including grade/classification)
	From	To			

SECTION H: HONOURS & ACTIVITIES

List any Honours, Awards or Publications which might be relevant to this application:

Honour Type	Date Awarded

Please also provide details of activities you participate in which might be relevant to this application:

Activity	Dates	
	<i>from</i>	<i>to</i>

SECTION I: WORK & RESEARCH IN WHICH YOU HAVE PARTICIPATED

Employer/Institution	Position/Outline of responsibilities	Dates	
		<i>from</i>	<i>to</i>

SECTION J: GENERAL FUNDING – FOR ALL APPLICANTS

Please give details of funding you have already secured, along with the names of other sources to which you have applied, or to which you intend to apply, to support your studies at Oxford.

Funding Source	Status	Expenses Covered	Period Covered	Amount	Notification Date (if not secured)
	<input type="checkbox"/> Intend to apply <input type="checkbox"/> Applied for <input type="checkbox"/> Secured				
	<input type="checkbox"/> Intend to apply <input type="checkbox"/> Applied for <input type="checkbox"/> Secured				
	<input type="checkbox"/> Intend to apply <input type="checkbox"/> Applied for <input type="checkbox"/> Secured				
	<input type="checkbox"/> Intend to apply <input type="checkbox"/> Applied for <input type="checkbox"/> Secured				

SECTION K: FOR INTERNATIONAL STUDENTS ONLY

This form also serves as an application form for the scholarships listed below. **If you are not an international student, please go directly to Section L.**

Once you have carefully checked that you are eligible, please tick the scholarship(s) for which you wish to be considered.

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Artal | <input type="checkbox"/> Clarendon Fund | <input type="checkbox"/> Dulverton | <input type="checkbox"/> Jenkin's Memorial |
| <input type="checkbox"/> Karim Rida Said Foundation | <input type="checkbox"/> K C Wong | <input type="checkbox"/> Noon Foundation | <input type="checkbox"/> Oppenheimer Fund |
| <input type="checkbox"/> Raffy Manoukian | <input type="checkbox"/> Sasakawa | <input type="checkbox"/> Scatcherd European | |

Proposed future career

For candidates for the Karim Rida Said and Noon Foundation Scholarships only

FAMILY DETAILS

Father's Full Name:	Father's Occupation:
Mother's Occupation:	Occupation of spouse (if married):
Age and Occupation of any brothers/sisters:	Do you have any relatives in the UK? <input type="checkbox"/> YES <input type="checkbox"/> NO

For Karim Rida Said applicants only

Are you related or married to a former/current Karim Rida Said scholar? ☐ YES ☐ NO

SECTION L: STATEMENT OF STUDY PLANS/RESEARCH PROPOSAL

Research applicants: Applicants for programmes of study leading to a D.Phil., M.Litt., M.Sc. by research or M.St. in research methods, or for the M.St. Legal Research **must** include in their statement an outline of the proposed research. *The amount of detail appropriate will vary between different subject areas, and applicants may wish to seek further advice from the department or faculty via the contact details in the prospectus.* Some specific advice has been included in the notes of guidance. In many cases the statement should give an outline of how you propose to structure and undertake your research, including, where possible, a preliminary title for your thesis. In others it will simply describe the preparatory reading and coursework that has motivated your choice of subject area.

Taught course applicants: Candidates for courses which contain an element of research (such as the M.Phil.) are advised to include some indication of the likely area of their thesis.

All applicants should set out a brief statement of their reasons for wishing to take the particular course they are applying for.

This statement may be continued over both pages if necessary.

SECTION L (CONTINUED)

SECTION M: SPECIAL NEEDS

Having first consulted Section M of the notes of guidance, please enter the code in the box most appropriate to you:

- 0** You are not disabled
- 1** You have a disability and are in receipt of a UK Student Disability Allowance
- 2** You have a disability and are NOT in receipt of a UK Student Disability Allowance:

If you have indicated that you have a disability, please enter the code in the box from the list of statements below which is most appropriate to you.

- | | |
|---|---|
| 1 Dyslexia | 6 Mental health difficulties |
| 2 Blind/partially sighted | 7 An unseen disability e.g. diabetes, epilepsy, asthma |
| 3 Deaf/have a hearing impediment | 8 Multiple disabilities (please specify below) |
| 4 Wheelchair user/have mobility difficulties | 9 A disability not listed above (please specify below) |
| 5 Personal care support necessary | 10 Autistic Spectrum Disorder |

SECTION N: SUPPORTING MATERIALS

Supporting materials are required from all graduate applicants

Check the Graduate Studies Prospectus and the Notes of Guidance very carefully to ensure that you understand which supplementary materials must accompany your application, and the number of copies of your application form and supplementary materials you must submit. Any delay in sending the correct materials to the Graduate Admissions Office may result in your application not being considered.

Compulsory for all programmes of study:

Referee Name	Address of Referee	Relationship to Applicant	Two copies enclosed
1.			<input type="checkbox"/>
2.			<input type="checkbox"/>
3.			<input type="checkbox"/>
Transcript/s			<input type="checkbox"/>
A current CV/résumé			<input type="checkbox"/>
EITHER			
Applicants for taught Master's courses must complete a Statement of Study Plans in Section L above			<input type="checkbox"/>
OR			
Applicants for a Research Degree must complete a Research Proposal in Section L above			<input type="checkbox"/>

Additional items may be compulsory for an application to your programme of study. Please consult the Graduate Studies Prospectus & Notes of Guidance for details:

Written work 1	<input type="checkbox"/>
Written work 2	<input type="checkbox"/>
English Proficiency Score (IELTS, TOEFL or Cambridge CPE)	<input type="checkbox"/>
Test results (GRE, GMAT)	<input type="checkbox"/>

SECTION O: DECLARATION

I understand that information provided on this form will be held on the University's administrative computer system for the purposes of student administration subject to the provisions of the Data Protection Act (1998) and I agree that this application form and supporting materials may be passed by the University of Oxford to colleges.

I confirm that the information I have given in this application is, to the best of my knowledge, complete and accurate.

SIGNATURE:

DATE:



APPENDIX TO APPLICATION FORM GAO2005

ETHNIC BACKGROUND

The University is required under statute to seek and return information about the ethnic background of all its applicants for HESA (the British Government's Higher Education Statistics Agency). The information provided is used to monitor rates of participation in Higher Education by particular groups of people.

This information will not form part of any assessment of your application.

Please enter in the box below the appropriate code which best describes your ethnic background.

- 11 White – British
- 12 White – Irish
- 13 White – Scottish
- 14 Irish Traveller
- 19 Other White background
- 21 Black or Black British – Caribbean
- 22 Black or Black British – African
- 29 Other Black background
- 31 Asian or Asian British – Indian
- 32 Asian or Asian British – Pakistani
- 33 Asian or Asian British – Bangladeshi
- 34 Chinese or other ethnic background – Chinese
- 39 Other Asian background
- 41 White and Black Caribbean
- 42 White and Black African
- 43 White and Asian
- 49 Other Mixed background
- 80 Other ethnic background

If you do not wish to specify your ethnic background please enter code 98.

Instructions to referees and applicants for Graduate admission 2005-2006

To the referee:

You have been asked to supply a reference on behalf of an applicant to a programme of graduate study at the University of Oxford. We would be most grateful if you could let us have your comments on this applicant's academic fitness and general suitability for their proposed programme of study, and for any other information you consider to be relevant to this application. If you have knowledge of the applicant's recent study it would be helpful if you could indicate the standard attained. References marked 'Strictly Confidential' will be treated as such, subject to the provisions of the Data Protection Act 1998. Further information on how the university deals with references can be obtained by e-mailing: data.protection@admin.ox.ac.uk

Please send **two** copies of your reference and include your title, and the name and address of your institution. Please seal the envelope, sign across the seal, and cover your signature with clear adhesive tape, before returning it to the applicant (not the Graduate Admissions Office) to submit with his/her application.

To the Applicant:

Please ensure each referee provides two copies of a confidential reference on your behalf, and that these are returned to you in a signed and sealed envelope in good time for your application to reach the Graduate Admissions Office by the closing date of the gathered field in which you wish to apply.

Please also ensure that the envelope is returned **unopened** with your application form.